



Official Minutes of the
City of Cottonwood Development Review Board Meeting
Held February 4, 2008 at 2:00 PM at the
City Council Chambers at 826 N. Main Street - Cottonwood, Arizona

Call to Order

Chairperson Backus called the meeting to order at 2:00 PM.

Roll Call

Chairperson Backus	Present	Member Knowles	Absent
Vice Chairperson Anderson	Present	Member Wasden	Present
Member Bartmus	Absent	Member Lovett*	Present
Member Cox	Present	*(P&Z Commiss. Rep)	

Staff Present:

Public Present:

Steve Biasini	Robert Cartia	Rene Stevens
George Gehlert, Community Development Director		
Wes Ballew, Staff Planner		
Carol Hulse, Planning Technician		

Consideration of Minutes of 12/20/07

Member Wasden moved to approve the minutes as written. Vice Chairperson Anderson seconded the motion and it carried unanimously.

Election of Chairperson for 2008

Past Vice Chairperson Anderson nominated Past Chairperson Bob Backus for the position of Chairperson for 2008. Member Lovett seconded and the Board voted unanimously in favor.

Election of Vice Chairperson for 2008

Member Lovett nominated Past Vice Chairperson Anderson for the position of Vice Chairperson for 2008. Member Cox seconded the nomination, which carried unanimously upon vote.

DRB 07-056 Verde Valley Guidance Clinic APN 406-08-015B
Review plans for a new, nearly 14,000 sq. ft. medical office building on a 7.81 acre parcel
zoned I-2 and located at 600 S. Willard Street. Owner: Verde Valley Guidance Clinic
Agent: Steve Biasini.

Planner Ballew introduced the item as an addition to Verde Valley Guidance Clinic campus. He projected graphics depicting the site, location, and surrounding area. Mr. Ballew said he had few comments but one issue had to do with a unique parking situation. He explained that their studies detail they do not need much additional parking. He suggested a requirement for

development of the land on the north side for parking later if parking volume justifies it. Mr. Ballew highlighted a few details for the Board to consider when examining the proposed project. Those were:

1. Grading and drainage does not appear to be addressed. This was a requirement of the Code Review process and should be required before a permit is issued.
2. It is important that there be some way to ensure that the area designated as a potential reserve parking area remain undeveloped.
3. All mechanicals will need to be screened.

Mr. Ballew noted that the proposed colors match the existing buildings.

Steve Biasini, representing the applicant, said there would be only minor grading for the parking lot. The major grading was done previously. He noted that the detention basin was replaced with underground detention beneath the parking area. Chairperson Backus asked if additional detention would be required with the new construction. Mr. Biasini said it would not since they put the detention underground.

Mr. Biasini explained the landscaping plan along the parking lot and some near the street. He said he did not understand the parking calculations of the original building and invited Robert Cartia (Director of the Guidance Clinic) or Rene Stevens (project architect) to discuss parking.

Mr. Cartia said there would be no new employees coming with the new building and some employees had gone to the Camp Verde office. They would move the psychiatric and medical team into the bottom floor. The top floor is to serve them into the future. He explained their philosophy of integrated behavioral and health care. He provided background information about the Clinic and its funding noting it is a private, not-for-profit service.

Member Lovett asked if they would move the entrance and the signage. Mr. Biasini said they would and demonstrated on the site plan where that would be. He also said they would probably build another building in the future. Member Lovett asked if there should be an additional entrance/exit. Mr. Biasini talked about traffic circulation, said there has been no indication from the City that it is needed, and noted that the facility does not want visitors past a certain point close to the street.

Member Wasden asked what would be the trigger for needing additional parking. Mr. Biasini said it would be simply when they need it. They cannot afford to be under-parked.

Member Cox and Mr. Biasini engaged in discussion about retention, capturing roof run-off, and other matters. Member Cox explained that he was concerned about possible failure of the underground detention and if there was enough area to spread out the percolation. The two discussed technical aspects of retention and Mr. Biasini agreed to look at the possibility of making breaches in the curbing to collect water in corners near plantings.

Member Cox believed the handicap ramp was excessively long and he questioned if the length of the dead end corridor met regulations. Mr. Biasini said the ramp was well within the handicap slope and distance requirements but he would look at the dead end corridor issue.

Member Cox motioned to approve DRB 07-056 without stipulations. Member Wasden seconded. After some additional discussion (see below), the Board voted unanimously for approval.

Director Gehlert announced that he would like to cite the site plan in the motion. For the record, the site plan is date 1/3/08 with the accompanying elevations and floor plans. He asked if there were any stipulations. There was miscellaneous discussion concluding that things discussed previously, such as capturing roof run-off, were recommendations but these are not in the ordinance and could not be stipulated.

Member Cox asked if dual plumbing was a requirement. Director Gehlert said he would check to see if this would be classified as a residential or office building.

Vice Chairperson Anderson asked if they should address future additional parking in the motion. Chairperson Backus said the parking meets the requirement for a 14,000 square foot building.

Board Discussion

▪ General

Director Gehlert presented Bob Backus with his five-year service award plaque.

▪ Reports and Updates

There was none.

Call to the Public

Mr. Biasini addressed the Board. After providing some information about his background, including serving on one of the first Boards, Mr. Biasini assured the Board he is a fan of DRB. However, he expressed dissatisfaction with the direction the Board has gone in the last five to eight years. In summary, he said

- Coming to DRB has become an onerous undertaking
- The cost to the Verde Valley Guidance Clinic was about \$5,000 to provide all the materials and information DRB requires
- At the end of the day, DRB says, "That's not part of our job"
- Some things do not need to come to DRB and could be handled by staff
- The public complaint is that things are getting crazy – it is too difficult
- The Board ends up shortchanging what they started out to do because they get sidetracked
- The level of cooperation is being compromised.

Mr. Biasini praised the Board's work to control lighting and metal buildings.

Commission members and staff responded that

- Anything over 1,000 square feet goes to DRB
- Grading is now reviewed for aesthetics
- Planning and Zoning Commission requires more from DRB

Adjournment

Chairperson Backus adjourned the meeting at 3:03 p.m.

Minutes prepared by Carol Hulse
Carol Hulse, Planning Technician

Date Approved 3/3/08